



County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE

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DAVID E. JANSSEN
Chief Administrative Officer

VIA ELECTRONIC AND COUNTY MAIL

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Third District

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Fifth District

December 27, 2006

To: All Department Heads

From: David E. Janssen
Chief Administrative Officer

**HOMELESS COUNT 2007 – VOLUNTEER CENSUS WORKER OPPORTUNITIES
FOR COUNTY EMPLOYEES**

On December 19, 2006, the Board of Supervisors approved a motion submitted by Supervisor Yaroslavsky proclaiming that the 2007 Greater Los Angeles Homeless Count will occur over a three-day period on the nights of January 23, 24, and 25, 2007. County departments were directed to support the Homeless Count by cooperating with the Los Angeles Homeless Services Authority (LAHSA) to accomplish this point-in-time census enumeration of homeless individuals and families. In addition to the enumeration effort, a representative sampling of homeless residents will be surveyed throughout the County by the LAHSA Policy and Planning Department, with data analysis provided by the consultant, Applied Survey Research (ARS), a nonprofit research organization.

In response to the Board directive, County departments should disseminate information regarding the 2007 Homeless Count (Attachment I/Brochure), and notify their respective employees of this opportunity to serve on an unpaid basis as a Volunteer Census Worker with LAHSA. The U.S. Department of Housing and Urban Development (HUD) requires that communities conduct a Homeless Count at least every two years, and in order to ensure the success of the 2007 Homeless Count, the participation of approximately 1,500 volunteers is essential. Volunteers are required to complete a Volunteer Registration Form (Attachment II) and fax it to LAHSA at (213) 892-0093 **no later than close of business on Friday, January 12, 2007**. Training for volunteers will be held in twelve (12) locations around the County (to be announced at a later day) on January 16, 17, 18, and 19, 2007. Training information will be provided as soon as it is available.

All Department Heads
December 27, 2006
Page 2

In addition, I am attaching a map that indicates the target locations for the count and the date that the count will take place at each location, as well as a one page description of LAHSA and the Homeless Count (Attachments III and IV).

Departments are encouraged to accommodate reasonable employee requests for personal leave to participate in the 2007 Homeless Count.

Questions regarding the 2007 Greater Los Angeles Homeless Count and County employee volunteer opportunities should be directed to Clementina Verjan, LAHSA Planning Manager, at (213) 683-3338, or by accessing the website at <http://homelesscount@lahsa.org>. Chief Administrative Office Employee Relations will notify our employee organizations that departments will encourage employees to volunteer to support the Homeless Count.

DEJ:LS
KH:hn

Attachments (4)

c: Each Supervisor

The Greater Los Angeles Homeless Count is sponsored by LAHSA with financial support from the City and County of Los Angeles.

The Los Angeles Homeless Services Authority



453 S. Spring St, 12th Floor
Los Angeles, California, 90013

Ph: (213) 683-3333

FX: (213) 892-0093

TTY: (213) 553-8488

www.lahsa.org

LOS ANGELES
HOMELESS
SERVICES
AUTHORITY

The Los Angeles Homeless Services Authority (LAHSA) is an independent unit of local government created in 1993 by the City and County of Los Angeles to address the problem of homelessness on a regional basis.

LAHSA's mission is to support, create and sustain solutions to homelessness in Los Angeles County by providing leadership, advocacy, planning, and management of program funding.

Attachment I

*Everyone
Counts
in LA!*

**The Greater Los Angeles
Homeless Count
January 23, 24, & 25, 2007**

Why Do We Need A Homeless Count ?

The U.S. Department of Housing and Urban Development (HUD) requires communities to undertake a homeless count every 2 years.

The Homeless Count will improve our understanding about the number of homeless persons in Los Angeles County and the issues they confront.

The Homeless Count will also help develop effective strategies and services to end homelessness as well as increase public awareness of homelessness throughout Los Angeles County.

Here's How It Works...

A census enumeration will take place over a three-day period on the nights of January 23, 24, & 25, 2007. A representative demographic survey will also take place between February and April 2007.

The Homeless Count will be divided up into three main components:

- Unsheltered Street Count
- Shelter & Institution Count
- Survey of Homeless People Residing in Streets & Shelters



Everyone Counts in L.A.

We Need Your Help!

We are about to embark upon the largest homeless census project ever in Los Angeles County and we need your help to make it a success.

LAHSA needs over 1,500 volunteers.

All Volunteers Must Attend a 90-Minute training session prior to the Homeless Count.

To Sign Up You Can:

- Register online
- Fax / Mail Registration Form



VOLUNTEER OPPORTUNITIES

Enumerators will count the number of observed homeless persons in a defined area during The Street Count.

Deployment Site Assistants will help the Site Coordinators organize teams of enumerators to record the number of homeless people they observe.

Survey Interviewers will interview homeless persons in designated areas throughout Los Angeles County. The surveys will be completed over a two-month period, shortly after The Street Count.

FAQ'S

1. Why is The Count in January 2007?

HUD mandates that the point-in-time street counts occur during the last week of January 2007. In addition, during this time, many homeless people participate in the winter shelter programs which provide beds and services which are not available during the warmer months.

2. Why is The Count scheduled over three days?

With over 4,000 square miles, Los Angeles County is one of the nation's largest counties. Even with hundreds of volunteers, it is not possible to cover the entire region in a single night.

3. How long are my services needed on the nights of The Count?

Prepare for a long night. We will start at 8 p.m. and end sometime between 2 a.m. and 3 a.m.

4. Will I be safe?

Safety is emphasized above all concerns. Law enforcement officers in each area will be notified of the enumeration effort, and will be on call to assist in case of any emergency.

VOLUNTEER REGISTRATION

2007 GREATER LOS ANGELES HOMELESS COUNT

NAME: _____

ADDRESS: _____ CITY: _____ ZIP CODE: _____

DAYTIME PHONE NUMBER: (_____) _____ CELL PHONE NUMBER: (_____) _____

E-MAIL: _____

AREA FAMILIAR WITH (WILL ATTEMPT TO PLACE VOLUNTEER IN THIS AREA):

CITY: _____ ZIP CODE: _____

POSITION INTERESTED IN: ☐ ENUMERATORS ☐ DEPLOYMENT SITE ASSISTANTS ☐ SURVEY INTERVIEWERS

Please complete the above information & fax to (213) 892-0093 or visit <http://homelesscount.lahsa.org/> to register online.

Mail to:
Los Angeles Homeless
Services Authority

2007 GREATER LOS ANGELES HOMELESS COUNT VOLUNTEER REGISTRATION FORM

CITY/ AGENCY: _____

CONTACT PERSON: _____

PHONE: () - FAX: () -

CONTACT PERSON EMAIL: _____

DATE _____

VOLUNTEER INFORMATION

NAME: _____

ADDRESS: _____ CITY: _____ ZIP CODE _____

DAYTIME PHONE NUMBER: () CELL PHONE ()

EMAIL: _____

AREA FAMILIAR WITH (WILL ATTEMPT TO PLACE VOLUNTEER IN THIS AREA):

CITY: _____ ZIP CODE: _____

POSITION(S) INTERESTED IN: ☐ ENUMERATORS ☐ DEPLOYMENT SITE ASSISTANTS ☐ SURVEY INTERVIEWERS**VOLUNTEER INFORMATION**

NAME: _____

ADDRESS: _____ CITY: _____ ZIP CODE _____

DAYTIME PHONE NUMBER: () CELL PHONE ()

EMAIL: _____

AREA FAMILIAR WITH (WILL ATTEMPT TO PLACE VOLUNTEER IN THIS AREA):

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POSITION(S) INTERESTED IN: ☐ ENUMERATORS ☐ DEPLOYMENT SITE ASSISTANTS ☐ SURVEY INTERVIEWERS**VOLUNTEER INFORMATION**

NAME: _____

ADDRESS: _____ CITY: _____ ZIP CODE _____

DAYTIME PHONE NUMBER: () CELL PHONE ()

EMAIL: _____

AREA FAMILIAR WITH (WILL ATTEMPT TO PLACE VOLUNTEER IN THIS AREA):

CITY: _____ ZIP CODE: _____

POSITION(S) INTERESTED IN: ☐ ENUMERATORS ☐ DEPLOYMENT SITE ASSISTANTS ☐ SURVEY INTERVIEWERS

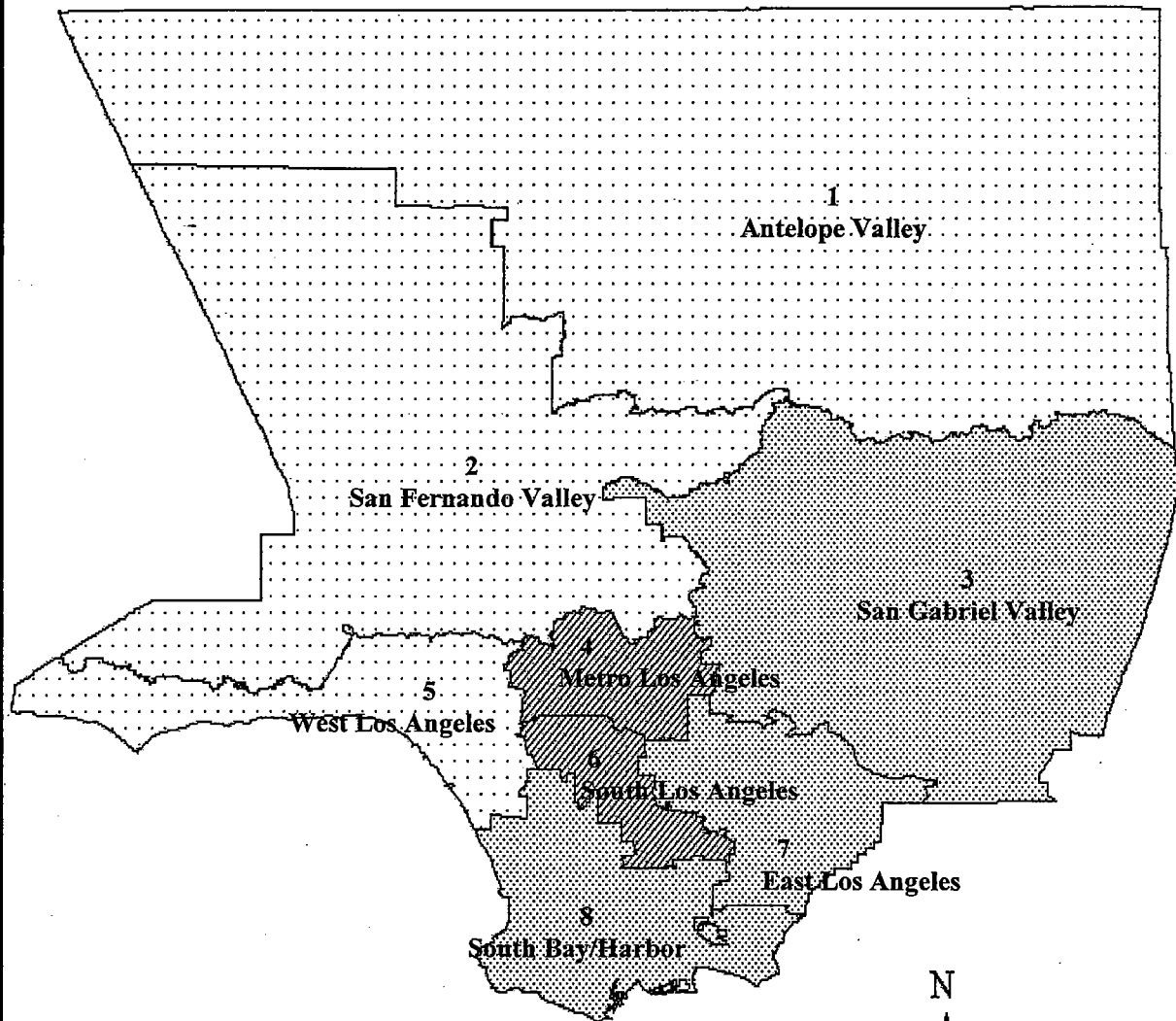
PLEASE FEEL FREE TO MAKE COPIES FOR ADDITIONAL VOLUNTEERS

PLEASE FAX THE FORM TO: (213) 222-2000






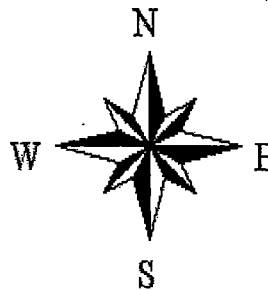
2007 GREATER LOS ANGELES HOMELESS COUNT

Service Planning Area Schedule of Homeless Count



SCHEDULE

-  SPAs 1, 2 and 5 – Tuesday, January 23, 2007
-  SPAs 3, 7 and 8 – Wednesday, January 24, 2007
-  SPAs 4 and 6 – Thursday, January 25, 2007



For more information visit <http://homelesscount.lahsa.org>



LOS ANGELES HOMELESS SERVICES AUTHORITY (LAHSA)

About LAHSA:

The Los Angeles Homeless Services Authority (LAHSA) is an independent unit of local government created in 1993 by the City and County of Los Angeles to address the problems of homelessness on a regional basis. As the lead agency for the Los Angeles Continuum of Care, the mission of the Los Angeles Homeless Services Authority is to lead the planning to prevent and end homelessness in ten years and continue to coordinate the efficient provision of services to homeless men, women and children in the County and City of Los Angeles.

LAHSA Services & Programs:

LAHSA plans, funds and administers programs throughout Los Angeles County that assist homeless individuals and families in their transition to permanent housing. Currently, LAHSA focuses on the following areas:

- **Funding:** Annually, LAHSA distributes approximately \$60 million to more than 95 service providers throughout Los Angeles County.
- **Planning & Policy:** The agency is responsible for conducting an inventory of beds and services, providing data on the homeless population, determining the needs by geographic area, establishing priorities for funding, coordinating an overall plan to end homelessness and keeping track of key policy and legislation.
- **Outreach:** LAHSA provides access to housing and services to over 350 homeless individuals and families a month through its Emergency Response Team (ERT).
- **Evaluation:** To better capture data and also determine the effectiveness of existing programs, LAHSA is currently implementing the Homeless Management Information System (HMIS) for its service providers.

THE 2007 GREATER LOS ANGELES HOMELESS COUNT

January 23, 24, and 25, 2007

The 2007 Homeless Count is a point-in-time census enumeration and survey of homeless families and individuals living in Los Angeles County. The U.S. Department of Housing and Urban Development (HUD) requires communities to undertake a homeless count at least every 2 years. The first count for Los Angeles County took place in 2005.

The Homeless Count provides an assessment and reliable estimate of the County's current conditions of homelessness. Information gathered from The Homeless Count will help government agencies and service providers understand homelessness. This data will be used to plan and implement effective services that will assist the efforts to end homelessness in Los Angeles County.

The Homeless Count has three main components:

1. Unsheltered Street Count
2. Shelter and Institution Count
3. Surveys